

Administration for Children and Families
Department of Health and Human Services
Line Item Budget Form for Head Start and Early Head Start

OMB Number: 0970-0207
Expiration Date: 07/31/2006

Grantee Number

* Delegate Number

* Agency Name

Position	HS/EHS Cost for Program Operations (\$)	HS/EHS Cost for Training & Technical Assistance (\$)	Non-Federal Share (Cash and in-kind) (\$)	* Number of People Employed
a. PERSONNEL (Object class 6a)				
Child Health and Developmental Services Personnel				
1. Program Managers & Content Area Experts	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2. Teachers/Infant Toddler Teachers	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3. Family Child Care Personnel	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4. Home Visitors	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5. Teacher Aides & Other Education Personnel	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6. Health/Mental Health Services Personnel	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
7. Disabilities Services Personnel	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
8. Nutrition Services Personnel	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
9. Other Child Services Personnel	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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Family and Community Partnerships Personnel				
10. Program Managers & Content Area Experts	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
11. Other Family & Community Partnerships Personnel	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Program Design and Management Personnel				
12. Executive Director/Other Supervisor of HS/EHS Director	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
13. Head Start/Early Head Start Director	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
14. Managers	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
15. Staff Development	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
16. Clerical Personnel	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
17. Fiscal Personnel	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
18. Other Program Design Personnel	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other Personnel				
19. Maintenance Personnel	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
20. Transportation Personnel	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
21. Other Personnel	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL PERSONNEL (6a)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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b. FRINGE BENEFITS (Object Class 6b)			
1. Social Security (FICA), State Disability, Unemployment (FUTA) and Workers Compensation	<input style="width: 130px;" type="text"/>	<input style="width: 130px;" type="text"/>	<input style="width: 130px;" type="text"/>
2. Health/Dental/Life Insurance	<input style="width: 130px;" type="text"/>	<input style="width: 130px;" type="text"/>	<input style="width: 130px;" type="text"/>
3. Retirement	<input style="width: 130px;" type="text"/>	<input style="width: 130px;" type="text"/>	<input style="width: 130px;" type="text"/>
4. Other Fringe	<input style="width: 130px;" type="text"/>	<input style="width: 130px;" type="text"/>	<input style="width: 130px;" type="text"/>
* TOTAL FRINGE (6b)	<input style="width: 130px;" type="text"/>	<input style="width: 130px;" type="text"/>	<input style="width: 130px;" type="text"/>
c. TRAVEL (Object Class 6c)			
1. Staff Out-of-Town Travel	<input style="width: 130px;" type="text"/>	<input style="width: 130px;" type="text"/>	<input style="width: 130px;" type="text"/>
TOTAL TRAVEL (6c)	<input style="width: 130px;" type="text"/>	<input style="width: 130px;" type="text"/>	<input style="width: 130px;" type="text"/>
d. EQUIPMENT (Object Class 6d)			
1. Office Equipment	<input style="width: 130px;" type="text"/>	<input style="width: 130px;" type="text"/>	<input style="width: 130px;" type="text"/>
2. Classroom/Outdoor/Home-based/FCC	<input style="width: 130px;" type="text"/>	<input style="width: 130px;" type="text"/>	<input style="width: 130px;" type="text"/>
3. Vehicle Purchase	<input style="width: 130px;" type="text"/>	<input style="width: 130px;" type="text"/>	<input style="width: 130px;" type="text"/>
4. Other Equipment	<input style="width: 130px;" type="text"/>	<input style="width: 130px;" type="text"/>	<input style="width: 130px;" type="text"/>
TOTAL EQUIPMENT (6d)	<input style="width: 130px;" type="text"/>	<input style="width: 130px;" type="text"/>	<input style="width: 130px;" type="text"/>

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e. SUPPLIES (Object Class 6e)			
1. Office Supplies	<input type="text"/>	<input type="text"/>	<input type="text"/>
2. Child and Family Services Supplies	<input type="text"/>	<input type="text"/>	<input type="text"/>
3. Food Services Supplies	<input type="text"/>	<input type="text"/>	<input type="text"/>
4. Other Supplies	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL SUPPLIES (6e)	<input type="text"/>	<input type="text"/>	<input type="text"/>
f. CONTRACTUAL (Object Class 6f)			
1. Administrative Services (e.g., Legal, Accounting)	<input type="text"/>	<input type="text"/>	<input type="text"/>
2. Health/Disabilities Services	<input type="text"/>	<input type="text"/>	<input type="text"/>
3. Food Services	<input type="text"/>	<input type="text"/>	<input type="text"/>
4. Child Transportation Services	<input type="text"/>	<input type="text"/>	<input type="text"/>
5. Training & Technical Assistance	<input type="text"/>	<input type="text"/>	<input type="text"/>
6. Family Child Care	<input type="text"/>	<input type="text"/>	<input type="text"/>
7. Delegate Agency Costs	<input type="text"/>	<input type="text"/>	<input type="text"/>
8. Other Contracts	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL CONTRACTUAL (6f)	<input type="text"/>	<input type="text"/>	<input type="text"/>

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g. CONSTRUCTION (Object Class 6g)			
1. New Construction	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
2. Major Renovation	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
3. Acquisition of Buildings/Modular Units	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
TOTAL CONSTRUCTION (6g)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
h. OTHER (Object Class 6h)			
1. Depreciation/Use Allowance	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
2. Rent	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
3. Mortgage	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
4. Utilities, Telephone	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
5. Building & Child Liability Insurance	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
6. Building Maintenance/Repair and Other Occupancy	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
7. Incidental Alterations/Renovations	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
8. Local Travel	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
9. Nutrition Services	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
10. Child Services Consultants	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

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h. OTHER (Object Class 6h)			
11. Volunteers	<input style="width: 135px;" type="text"/>	<input style="width: 135px;" type="text"/>	<input style="width: 135px;" type="text"/>
12. Substitutes (if not paid benefits)	<input style="width: 135px;" type="text"/>	<input style="width: 135px;" type="text"/>	<input style="width: 135px;" type="text"/>
13. Parent Services	<input style="width: 135px;" type="text"/>	<input style="width: 135px;" type="text"/>	<input style="width: 135px;" type="text"/>
14. Accounting & Legal Services	<input style="width: 135px;" type="text"/>	<input style="width: 135px;" type="text"/>	<input style="width: 135px;" type="text"/>
15. Publications/Advertising/Printing	<input style="width: 135px;" type="text"/>	<input style="width: 135px;" type="text"/>	<input style="width: 135px;" type="text"/>
16. Training or Staff Development	<input style="width: 135px;" type="text"/>	<input style="width: 135px;" type="text"/>	<input style="width: 135px;" type="text"/>
17. Other	<input style="width: 135px;" type="text"/>	<input style="width: 135px;" type="text"/>	<input style="width: 135px;" type="text"/>
TOTAL OTHER (6h)	<input style="width: 135px;" type="text"/>	<input style="width: 135px;" type="text"/>	<input style="width: 135px;" type="text"/>
i. TOTAL DIRECT CHARGES			
Sum of Line 6a-6h	<input style="width: 135px;" type="text"/>	<input style="width: 135px;" type="text"/>	<input style="width: 135px;" type="text"/>
j. INDIRECT COSTS			
Enter Costs Not Reflected in i above	<input style="width: 135px;" type="text"/>	<input style="width: 135px;" type="text"/>	<input style="width: 135px;" type="text"/>
k. TOTALS			
ALL BUDGET CATEGORIES	<input style="width: 135px;" type="text"/>	<input style="width: 135px;" type="text"/>	<input style="width: 135px;" type="text"/>

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<p>The Federal and non-Federal costs proposed in the SF 424A and the Line-Item Budget are the costs that, when agreed upon, will be included in the Head Start grant award. There may be other cash or in-kind resources that are necessary to support the services that will be provided to Head Start children and their families. Applicants are asked to explain these resources in their 3 <i>Budget and Budget Justification</i>. The value of these resources should be shown below. (Resources that the applicant uses to serve children who are not enrolled in Head Start should not be included.)</p>	<p>Value (\$)</p>
<p><u>Federal Funding</u></p>	
<p>1. Federal Child Development and Child Care funds</p>	<input type="text"/>
<p>2. USDA Funds for Nutrition Services</p>	<input type="text"/>
<p>3. Other Federal Funding</p>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<p><u>State Funding</u></p>	
<p>4. State Preschool Programs</p>	<input type="text"/>
<p>5. Other State Funding</p>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<p><u>Local Government Funding</u></p>	
<p>6. School District Funding</p>	<input type="text"/>
<p>7. Other Local Government Funding</p>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<p><u>Other Funding</u></p>	
<p>8. Tribal Government Funding</p>	<input type="text"/>
<p>9. Fund-raising Activities</p>	<input type="text"/>
<p>10. Other</p>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<p>TOTAL</p>	<input type="text"/>